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ADM-6

20 FEB 1964

TO: Col. Giller
Dr. Wheelon

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The role of staff officers is to solve, and not make, problems for their superiors. Adhering to this philosophy both [REDACTED] and myself have spent considerable time in recent weeks sizing the problems encountered by the Procurement Division of the Office of Logistics in negotiating our contracts. We have endeavored, in conversations with the Director of Logistics, to develop new procedures to more speedily effect negotiations on certain types of contracts.

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The problem, however, is a growing one and is directly related to the totality of contract negotiations for all Agency units and the amount of available manpower in Logistics to negotiate contracts. Garrison is very aware of this matter and I had a personal conversation on 18 February with [REDACTED] concerning the growing backlog.

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In the meanwhile I think you should be made aware of the number of contract negotiation requests we now have on file with Logistics which as yet have not been finalized. Such requests total 44 in number with an approximate dollar value of [REDACTED]. In certain of the listed cases, we know that verbal authorization has been given, i. e.,

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[REDACTED] Therefore, the point of this memorandum is merely to make you aware of the growing extensiveness of the problem. The first requested report back to us from Logistics will more refine and make more specific the actual facts.

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cc: [REDACTED]

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